

BOARD OF LICENSURE OF WATER TREATMENT PLANT OPERATORS
April 1, 2004 Meeting

Members Present:

Trevor Hunt (Chairman)
Teresa Trott
Chris Crovo
David Beaulieu
Alan Frasier

Others Present:

Beth Pratte
Carol Champagne
Greg Kidd
Tony Alves

Called to Order: The meeting was called to order at 9:10.

General Administration:

Meeting Minutes: Terry Trott made a motion to approve the February 26, 2004 minutes and Dave Beaulieu 2nd. Minutes were accepted.

Financial: So far we have 314 exams that will be given in Augusta and we have 201 operators and 314 exams scheduled for Augusta, and 24 operators and 41 exams scheduled for Presque Isle.

Collected	Expenses	Balance	ERG Reimb.
\$10,050.	\$395.27	\$24,881.48	\$7,280.

The cost of exams has not been subtracted nor Carol's salary.

Three people are taking the OIT (Operator in Training) exam.

The Board needs the increase in its exam fees in order to continue staying in the black.

Programmable calculators will not be allowed. The calculators will be checked at the door and we hope to have 50 available to borrow for the exam.

Board Appointments: We are still waiting for the Governor's Office to appoint members to the Board. The current members have submitted their letters. Renewal for Board members whom expire in June will begin.

Subject Matter Specialist (for ABC): The Board is requesting to develop a list of subject matter experts. The list will be used by ABC to assist in item bank questions and exam review. ABC will sponsor the people for the

review. The Board develops a list of volunteers to serve as subject matter experts.

Old Business:

Rule Change: There have been circumstances that have slowed the process for the rule changes. Terry Trott has received confirmation from the Commissioner's office and the public hearing will be held at the Drinking Water Program's office at 161 Capital Street on May 12, 2004 at 9:00 a.m. The comment period ends May 25, 2004.

The change in fees: \$50 for the exams, and reciprocity, reinstatement of license \$50, \$55 for renewals, \$15 duplicate license and \$15 Operator in Training license. The new fee will be in effect for the October exams.

The process is almost complete.

Approved Training Subjects List comments: Beth Pratte had handouts on list of relevant training subjects. Trevor Hunt expressed the importance of the Board reviewing and being able to answer question in the balance of safety question and question pertaining to operating a water system. The discussion broadened the boundaries of safety and management training. The topics that apply to TCHs are being reviewed and discussed by the Board. The percentage may need to be re adjusted. A definite criteria is needed.

Professional development is very important. The individual system trainings, as long as they follow the Board's criteria, will be suitable to train operators as long as they receive the approval before hand.

Terry Trott has the support of the Board decide what to approve and not approve. The Rules and policy are well defined.

ERG RFP: The continuing education RFP went out and was not awarded in 2003. The suggested format for the continuing education RFP for 2005 is by training topic. The RFP could be distributed among more than one organization.

The outlook for the future is going with ITV or web casting with a number of topics.

Terry asked the Board for guidance with part two of writing the new RFP for the year 2005. The Board would like to reach more people and it may be possible to adjust the amount of the grant to be spent where needed.

Education Requirement: The letter of request for review was sent to EPA. The Board was updated on the GED issue.

TCH Relevancy: Beth Pratte will check the TCH's for approval. The amount now is 50 % safety and 50% pertaining to water operation.

Complaint Procedure Policy: The Board can put it in rule or policy. The procedure was accepted as policy.

New Business: Sequential vs Multiple Entry Exams: Sequential exams is the present method of examination . The Board voted to accept the Multiple Entry exams. This will require an rule change.

Alan Frasier made a motion and Chris Crovo 2nd it. To proceed with the Rule making presented except number 4 page 13.

These proposed rule changes are in respect to the a) education b) multiple entry examinations, complaint procedure policy.

Reciprocity probation license: Under Maine Law title 5 the Board may consider a 3-year time frame to review any criminal activity to issue a license. The rules state that there is reciprocity for like licenses, since Maine does not have a probationary license option only full licenses will be respected for reciprocity.

The next water operators meeting will be **June 17, 2004 at Brunswick/Topsham Water District.**

Chris made a motion to adjourn the meeting and Terry 2nd it. Meeting was adjourn at 12:20 p.m.